



OEM
PREPAREDNESS
THROUGH
PARTNERSHIPS



Fairfax County Government's Office of Emergency Management invites your interest in the position of

EMERGENCY MANAGEMENT COORDINATOR



FAIRFAX COUNTY, VIRGINIA

Fairfax County, located just west of the nation's capital, is a great place to live, work, play and do business. With over 400 square miles of land area, the county has the largest population in number of employed residents in the Washington, DC metropolitan area and is one of the strongest business communities in the world.

Founded in 1741, Fairfax County is rooted in American history and represents the beginnings of our nation, with revolutionaries such as George Washington and George Mason being former residents of the county. Today, the county has a population of 1,137,538 (2014 U.S. Census Bureau Estimate), and represents about 13.5% of Virginia's population. In addition, there is a wealth of ethnic and racial diversity within the county, with over 36% residents speaking a language other than English at home. Recent statistics show the county to be 63.6% white, 18.4% Asian, 16.2% Hispanic or Latino, 9.7% African-American and 8.1% multi-racial. Median household income for the county is \$110,292 and the current unemployment rate is just 4.0% significantly below the national average of 5.1%.



Fairfax County is a major center for U.S and international corporate headquarters, technical and professional service firms and professional organizations. Top employers within the county include Fairfax County Public Schools, the Federal Government, Fairfax County Government, Booz, Allen & Hamilton and the INOVA Health System. In addition, there are currently over 8,400 technology firms located within the county's borders. The county's central location related to the nation's governmental and commerce operations has resulted in the attraction of the some of the best and brightest minds in the world and makes Fairfax County a premier location to live and work as well as a world class, diverse community.

Educational Opportunities

The Fairfax County Public School system is one of the highest rated public school systems in the nation, with the prestigious Thomas Jefferson High School for Science and Technology housed within the county's borders. In addition, the Fairfax County Public School system is considered to be the largest of its kind in the Baltimore-Washington Metropolitan Area and Northern Virginia, enrolling over 181,000 students in 196 schools.

Opportunities for higher education within or near the county are also abundant. Five major colleges and universities are located within the county, including the main campus of George Mason University. In addition, Northern Virginia Community College, the largest community college in the Commonwealth of Virginia, has two campuses in Fairfax County. High schools students within the county boast a 93% on-time graduation rate and 74% of those graduates go on to attend post-secondary programs.

Transportation

The county's strategic location allows for convenient access to major travel routes, with Interstates 395, 495, 66 and 95 all converging within the county. In addition, major airports such as Washington Dulles International Airport, Ronald Reagan Washington National Airport and Baltimore/Washington International Airport are all within an easy commute and offer hundreds of domestic and international flights daily.

Of note, the Northern Virginia Metrorail system operates 10 stations in Fairfax County, including the newly opened Silver Line, which provides easy access to the Washington, D.C region from Reston and in the future will include Dulles Airport and beyond. The Metrorail system is 117 miles long and contains 81 stations at this time.

Medical Care

County residents have convenient access to prestigious and top quality medical care facilities. The INOVA Health System operates four hospitals in the area and the largest, INOVA Fairfax Hospital, serves as a regional medical center, offering 833 beds, two Medi-Vac helicopters and a Level I Trauma Center.

FAIRFAX COUNTY GOVERNMENT

Governed by a 10-member elected Board of Supervisors, Fairfax County Government is consistently recognized for its fiscal stability, quality services and technological sophistication. For fiscal year 2016, the advertised General Fund is approximately \$3.81 billion. Fairfax County continues to maintain an exceptional “Triple A” bond rating from the three leading rating agencies — Moody’s Investor Service, Standard and Poor’s, and Fitch Investor Service.

Fairfax County has been nationally recognized as a leader in government performance measurement, garnering the International City and County Management Association’s Center for Performance Measurement Certificate of Excellence every year since 2009.

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For more information about Fairfax County Government, visit www.fairfaxcounty.gov.



Recreation, Leisure and Entertainment

Opportunities in recreation and leisure are extensive within and around Fairfax and demonstrate the county’s dedication to quality of life for its residents. The county contains over 30,000 acres of park land and offers hiking paths, equestrian centers, biking trails, athletic fields and golf courses. In addition, there are nine county operated indoor recreation centers with swimming pools, fitness rooms and extensive year-round activities and programs.

Notable historic landmarks in the community include George Washington’s Mount Vernon, Woodlawn Plantation and George Mason’s Gunston Hall.

In addition, the county offers five “super malls” that tout over 750 stores, including the popular Tyson’s Corner and Tyson’s Galleria, complete with upscale dining options.

Professional sports are also popular within the area and the D.C Metropolitan area as a whole is represented by major teams such as the Washington Redskins, Baltimore Ravens, Washington Wizards, Baltimore Orioles, Washington Nations, Washington Capitals, and DC United in football, basketball, baseball and hockey.

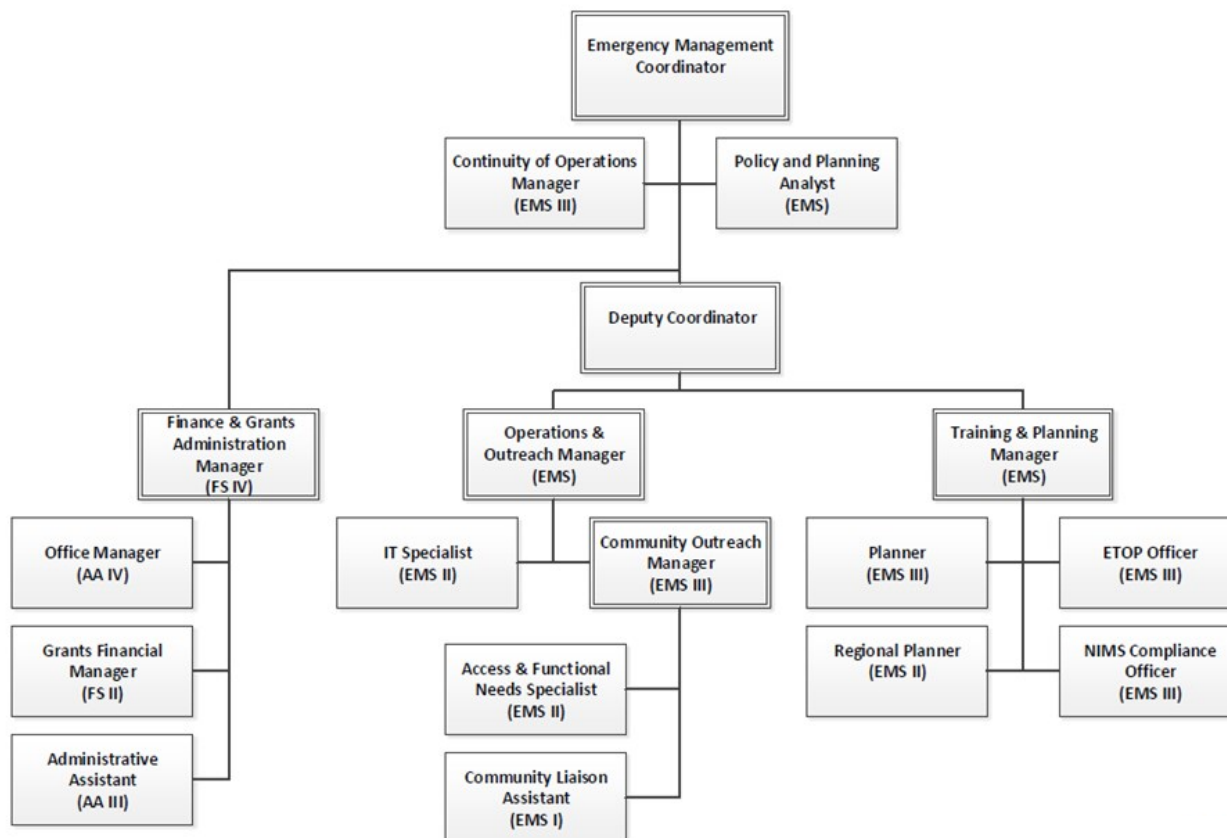
Finally, Wolf Trap National Park for the Performing Arts is located within Fairfax. Wolf Trap is America’s only national park for the performing arts and brings in millions of people each year for its performances and concerts.

THE FAIRFAX COUNTY OFFICE OF EMERGENCY MANAGEMENT

Established in 2004 as a stand-alone office, the **Fairfax County Office of Emergency Management (OEM)** is comprised of five divisions - Emergency Operations Center (EOC) Operations, Planning, Training and Exercise, Community Resiliency, and Finance and Administration - that collaboratively coordinate county planning, response, and support and recovery efforts before, during and after large-scale events and emergencies. As the OEM has grown, so have the roles, responsibilities and commitment of the staff. The agency is responsible for developing and implementing countywide programs and projects that promote disaster planning, training, mitigation, response, prevention and recovery for all-hazards. OEM not only manages two EOC sites — a primary (in the McConnell building) and an alternate (inside the Fairfax County Government Center)— but also coordinates numerous local and regional projects involving local, state, regional, and federal partners.

OEM has 17 full-time employees and one part-time employee. It operates a Fiscal Year 2016 budget of \$1.8 million; and, in addition, the agency receives on average \$3.8 million of homeland security grant funding per year. The agency falls under the direction of the Deputy County Executive for Public Safety. The County Executive serves as the Emergency Management Director. The Fairfax County Board of Supervisors appoint the Emergency Management Coordinator to manage the day-to-day activities of the Office of Emergency Management. This position possesses full authority to carry out all assigned aspects of the emergency management program.

Organizational Chart



The Mission

OEM coordinates and collaborates with the whole community to advance the county's readiness for and resiliency to all hazards.

The Vision

To be the most ready and resilient community in the world.

The Core Values

Innovation - OEM strives for more effective products, services, technologies and ideas by being trendsetters within the emergency management community. Our approach at OEM is to always be looking for a better, faster, smarter way. Our management team encourages research, supports the presentation of new ideas, and rewards innovation.

"Coolaboration" - OEM encourages and incorporates inclusive participation in all OEM programs and services. We believe that it is cool to collaborate. We work to cultivate partnerships and enhance networks while being a responsive and responsible community contributor.

Accountability - OEM leaders and personnel commit to holding each other accountable for exceeding organizational goals and expectations. It's about challenging ourselves every day to find ways to better serve the residents of Fairfax County when disaster strikes.

Respect - By acting with integrity and treating others with respect, we foster trust. We listen, and agree to disagree without being disagreeable.

Empowerment - OEM personnel are empowered to think independently, take action decisively, and prioritize decision making to effectively accomplish program objectives. We engage in personal development, continually working to improve our efficiency and diversity of skills.



THE POSITION

The Emergency Management Coordinator provides leadership, vision, direction and subject matter expertise in the field of emergency management and homeland security for the entire county of Fairfax, including the towns of Herndon and Vienna. Responsibilities include, but are not limited to:



- Advises and guides the County Executive, Deputy County Executive, county agency/department heads and county officials on emergency management and related programs.
- Writes and provides routine correspondence, reports, reviews and evaluations as necessary to support the emergency management program; researching, developing and writing emergency plans, procedures and guidelines.
- Manages the domestic terrorism grants, planning and preparedness program for Fairfax County Government.

- Represents the county on regional or national advisory boards, committees and delegations relative to emergency management and homeland security issues.
- Manages the Emergency Management Duty Officer program; directs the activation and manages the operation of Emergency Operation Center (EOC) during major incidents; manages county watch center program that provides emergency alert and notification systems for employees, emergency responders and the public.
- Directs the Office of Emergency Management's public outreach programs as necessary to increase awareness, emergency preparedness and homeland security. Oversees emergency training, simulations and exercises necessary to prepare first responders to carry out their roles in the county Emergency Operations Plan (EOP).
- Manages the County Citizen Corps Program. Coordinates the recruitment, registration and identification of "Volunteer Emergency Workers" as necessary to support emergency response and recovery efforts.
- Coordinates preparedness, prevention, response, mitigation and recovery from natural, technological and homeland security events that may impact the residents of Fairfax County.



THE CANDIDATE

The ideal candidate has demonstrated senior-management level (e.g., coordinator, deputy coordinator, chief, assistant chief, deputy chief, or equivalent) experience in the planning, development and execution of strategic emergency management plans, policies, training exercises, and outreach programs for a medium to large government entity. In depth knowledge of federal, state, and local laws and regulations affecting emergency management services. Previous work experience as a member of a command staff or senior-management level experience leading EOC activations. The candidate should possess strong interpersonal skills with proven experience establishing and maintaining effective working relationships with local jurisdictions, federal and state agencies, county executive leadership, governing boards, community representatives and businesses, employee groups, faith-based groups, non-profit and other organizations.



Qualifying Experience

Graduation from an accredited college or university with a bachelor's degree in business administration, public administration, emergency management or a closely related field; plus 10 years of progressively responsible experience, to include four years at the senior-management level (e.g., coordinator, deputy coordinator, chief, assistant chief, deputy chief, or equivalent), in emergency services, public safety, or emergency management.

Must possess a valid driver's license. A Certified Emergency Manager (CEM) certification by the International Association of Emergency Managers or certification by the Commonwealth as an Emergency Manager through the

Virginia Division of Emergency Management must be obtained within 12 months from date of hire; and Certificate of Incident Command Systems training 100, 200, 300, 400, 700, and 800 is required within 12

months from date of hire.

Special Requirements

The appointee to the position is subject to criminal history record checks and/or credit checks as a condition of hiring and periodically thereafter. Work hours may vary according to work requirements. Employee is considered "emergency service personnel" and may be recalled to work for long periods of time.

Compensation and Benefits

Salary is negotiable within the established range of \$96,910 – \$161,516 depending on the qualifications and relevant experience of the selected candidate. Fairfax County Government's total compensation package includes:

Medical and Vision

Dental

Flexible Spending Account

Life Insurance

Deferred Compensation

Long-Term Care

Paid Leave (Sick and Vacation)

Paid Holidays

Employee Assistance Program

Employees' Child Care Center & Fitness Center

Flexible Work Schedule

Discount Education Programs

TO APPLY

Fairfax County uses an online job application system powered by NeoGov. To submit your application, go to www.governmentjobs.com/careers/fairfaxcounty and refer to **Job # 16-00522** when applying. Deadline for applications is **April 1, 2016**.

It is the policy of Fairfax County Government to prohibit discrimination on the basis of race, sex, color, national origin, religion, age, veteran status, political affiliation, genetics, or disability in the recruitment, selection, and hiring of its workforce. Reasonable accommodations are available to persons with disabilities during application and/or interview processes per the Americans with Disabilities Act. Contact 703-324-4900 for assistance. TTY 711. EEO/AA/TTY.





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